

Supplemental Narrative Form
Media/Grants Assistant, FSN-7; FP-7*

Name:

Date:

INSTRUCTIONS: Please use the right side column to explain in detail how you meet the qualification for this vacancy announcement. This information will be used to determine if you meet the required qualifications for this position. Information provided on the Supplemental Narrative Form **must match** information provided on the Universal Application for Employment (DS-174).

<i>Qualification requirements</i>	<i>My qualifications and how they meet the vacancy announcement requirements.</i>
EDUCATION: At least two years of full-time post-secondary study (or the equivalent hours spread across a part-time study period) at college or university are required.	
EXPERIENCE: Minimum one year of media-related work or project implementation experience.	
LANGUAGE: Level IV (Fluency) English, Romanian and Russian are required. <i>This will be tested.</i>	
Must have some knowledge of key Moldovan political and cultural institutions, including knowledge of current events in politics, economics, and security issues. Must have knowledge of the Romanian and Russian language media, as well as key media players.	
Must be able to work skillfully and smoothly under pressure and tight deadlines; to exercise initiative, creativity, sound judgment and flexibility in adjusting to rapidly and unexpectedly changing priorities.	
Must have good computer skills, including familiarity with Microsoft Office Suite (Excel, Word, Outlook, Access).	